

## **Parking Lot Construction Proposal**

For

**Jefferson County Parks Department  
311 South Center Avenue, Room 204  
Jefferson, WI 53549**

At

**Dorothy Carnes Park, East  
W6509 Jones Lane  
Fort Atkinson, WI 53538**

### **Proposal bidding open:**

Open: Monday September 1st, 2015

Due: Friday September 25, 2015 3:30 pm

## **PROJECT OVERVIEW:**

The Jefferson County Parks Department is soliciting quotes for the construction of a 34 car parking lot and entrance drive at Dorothy Carnes Park, W6509 Jones Lane, Fort Atkinson, WI 53538. The project will include site prep, erosion control structures, grading, structure fill placement and compaction, old pavement milling, paving, and painting parking lines and walkways according to the standards outlined in the attached construction drawings.

## **GENERAL**

1. The contractor shall notify the owner and the municipality forty-eight hours prior to the start of construction.
2. The contractor shall indemnify the owner, the engineer, and the municipality, their agents, etc, from all liability involved with the construction, installation, and testing of the work on this project.
3. Site safety shall be the sole responsibility of the contractor.
4. OMIT # 4 on construction drawings.
5. The contractor is responsible for verifying soil conditions prior to commencement of construction. A geotechnical report may be available from the owner. The contractor shall abide by the recommendations of the geotechnical engineer.
6. The contractor is responsible for examining all site conditions prior to commencement of construction and compare field conditions with drawings.
7. The contractor shall obtain and pay for all permits required for execution of the work. The contractor shall conduct his work according to the requirements of the permits.
8. The contractor is responsible for field verifying all utility information shown on the plans prior to the start of construction. The contractor shall call Diggers Hotline at 1-800-242-8511 to notify the utilities of their intentions, and to request field staking of existing utilities.
9. Contractor is advised that all mud and debris must not be deposited onto the adjacent roadways per the requirement of the municipality or other appropriate government agencies.
10. Any adjacent properties or road right-of-ways which are damaged during construction must be restored by the contractor. The cost of the restoration is considered incidental, and should be included in the bid prices.

## PAVING

1. The proposed improvements shall be constructed according to the Wisconsin DOT standard specifications for Highway Structure Construction, latest edition, and the local ordinances and specifications.
2. Paving shall consist of fine grading pavement areas, installation of crushed stone base, concrete and/or bituminous pavement, pavement markings, and cleanup. All materials shall be provided by the contractor.
3. Aggregates used in the crushed aggregate base shall be (1 ¼ - inch) dense graded base in accordance with subsection 305.2.2 of the standard specifications.
4. Hot mix asphalt pavement (HMA) shall be superpave (E-1) in accordance with section 460 of the standard specifications.
5. Asphaltic materials shall be performance graded (PG) binders in accordance with section 455 of the standard specifications. Upper layers shall be PG(64-22), and lower layers shall be PG(64-22).
6. Aggregates used in the HMA shall be in accordance with subsection 460.2.2.3 of the standard specifications. The nominal aggregate size for the upper layer pavement shall be (9.5mm), and the lower layer pavement shall be (12.0mm).
7. Tack coat shall be in accordance with subsection 455.2.5 of the standard specifications. The rate of application shall be 0.0.25 gal/sy.
8. Pavement markings shall be paint in accordance with section 646 of the standard specifications. (Color shall be as indicated on the plans.) The following items shall be painted with colors noted below:
  - a. Parking stalls: Yellow
  - b. Pedestrian crosswalks: white
  - c. Lane striping where separated traffic is moving in opposite directions: yellow
  - d. Lane striping where separated traffic is moving in same direction: White
  - e. Directional arrows: Yellow
  - f. ADA Symbols: White
  - g. Fire Lanes: Per local code
  - h. Exterior sidewalk curb, light pole bases, and guard posts: Yellow

## **GRADING**

1. The proposed improvements shall be constructed according to the Wisconsin DOT standard specifications for highway and structure construction, latest edition, and the local ordinances and specifications.
2. The contractor shall maintain site drainage throughout construction. This may include the excavation of temporary ditches or pumping to alleviate water ponding.
3. Silt fence and other erosion control facilities must be installed prior to construction or any other land disturbing activity. The contractor shall be responsible for removing all erosion control facilities once the threat of erosion has passed with the approval of the governing agency.
4. The contractor shall assume sole responsibility for the computations of all grading and for actual land balance, including utility trench spoil. The contractor shall import or export material as necessary to complete the project.
5. Grading shall consist of clearing and grubbing existing vegetation, stripping topsoil, removal of existing pavement or foundations, importing or exporting material to achieve and on-site earthwork balance, grading the proposed building pads and pavement areas, scarifying and final compaction of the pavement subgrade, and placement of topsoil.
6. No fill shall be considered structural fill and shall be placed in accordance.

## **PRIVATE UTILITIES**

1. The proposed improvements shall be constructed according to Wisconsin Administrative Code, section SPS 382-384, latest edition, the standard specifications for sewer and water construction in Wisconsin, latest edition, and the local ordinances and specifications.
2. Material for Storm Sewer shall be as follows:
  - a. Reinforced concrete, ASTM C-76, class V, with elastomeric seals conforming to ASTM C-443.
  - b. Trench section shall be class "C" for concrete and Class "B" for all other material.
3. Extreme caution must be followed regarding the compaction of all utility trenches. Mechanically compacted granular backfill is required under & within 5 feet of all pavement including sidewalks. Flooding of backfill material is not allowed. The cost of this granular material and its compaction is considered incidental and shall be included in the cost of the proposed utility.

4. The contractor is responsible for providing the owner with a set of marked-up prints showing all changes made during the construction process. Any changes to the drawings or additional items must be reported to the owner.

#### **EROSION CONTROL NOTES**

1. Inspect and repair silt fencing and all sediment control structures at least every 7 days and within 24 hours after every rainfall greater than ½". All necessary maintenance shall follow within 24 hours of the inspection.
2. Maintain Erosion control facilities throughout the duration of the project and warranty period in conformance with DNR General Permit.
3. The contractor is responsible for installation of any additional erosion control measures necessary to prevent erosion and sedimentation. All disturbed areas are to drain to approved sediment control measures at all times during site development until final stabilization is achieved. All water including pumped water, must be treated for water quality prior to discharge offsite or to any waterway or wetland. Depending on how the contractor grades the site, it may be necessary to install additional erosion control measures beyond what is shown on the plans.
4. The contractor is responsible for obtaining copies of all permits, including WPDES discharge permits (if applicable) and any local permits. Contractor is responsible for abiding by all permit requirements and restrictions.
5. All water pumped from the site should be treated by using a temporary sedimentation basin, portable dewatering basin or an equivalent device. Any individual sedimentation basin should have a depth of at least 3 feet and provide a maximum surface settling rate of 1500 gallons per square foot per day. This water should be discharged in a manner that does not induce erosion on or downstream of the site.
6. Temporary seed mixtures shall comply with the requirements of section 630.2.1.5.1.4 of the Wisconsin "Standard Specifications for Road and Bridge Construction, 2014 Edition". Oats shall be used in spring and summer plantings. Winter wheat or rye shall be used for fall plantings after September 1.
7. For the first six weeks after the initial stabilization (e.g. seed and mulch, erosion mat, sot) of the disturbed area, provision should be made for watering whenever more than 7 days of dry weather elapses.
8. Anionic pelycrylamide should be applied to all disturbed areas where stabilization and/or erosion is problematic. Application of polyacrylamide should be performed in accordance with

WDNR conservation practice standard 1050 (Erosion Control, Land Application of Anionic Polyacrylamide).

## **CONSTRUCTION SEQUENCE**

1. Install construction entrance as shown on the plan. This is the only entrance to be used for all construction activities.
2. Clear and grub site to facilitate the installation of the erosion control items.
3. Install silt fence according to plan.
4. Clear, strip and grade site in increments appropriate to work while maintaining erosion controls in conformance with local and state guidelines.
5. Construct utilities, bring site to finish grade, construct access drives and parking lot.
6. If rough grading is completed during non-growing season disturbed soils to be stabilized with anionic polyacrylamide.
7. Stabilize disturbed areas with topsoil seed, fertilizer and mulch as soon as grading is completed in an area. If no work is to be performed in an area for seven days, it is to be stabilized.
8. After site is stabilized, remove all sediment control and repair any soil disturbance as necessary.

Additional construction notes are included with the construction documents. Make sure to review all before submitting quotes.

## **INSURANCE REQUIREMENTS**

The contractor, in order to protect himself and Jefferson County, shall not commence work under this contract until he/she has obtained all the insurance required and such insurance has been approved by Jefferson County, nor shall the contractor allow any subcontractor to commence work on his/her subcontract until the insurance required or the subcontractor has been so obtained and approved.

1. Workers Compensation Insurance
  - The contractor shall procure and shall maintain during the life of this contract, Worker's Compensation Insurance as required by Statute for all his/her employees to be engaged in work at the site of the project under this contract and, in case of such work sublet, the Contractor shall require the Subcontractor similarly to provide Worker's Compensation Insurance for all of the latter employees to be engaged in such work unless such employees are covered by the protection afforded by the Contractor's Worker's Compensation Insurance.

2. Contractors Public Liability and Property Damage Insurance

- The contractor shall procure and maintain during the life of this contract, Contractors Public Liability Insurance in an amount not less than \$1,000,000.00 BI, \$1,000,000.00 PD, and \$1,000,000.00 PI. This shall be primary with Jefferson County as an “Additional Insured”.

3. Automobile Liability Insurance

- The Contractor shall procure and maintain during the life this contract, Comprehensive Automobile Liability Insurance covering owned, non-owned, and hired automobiles for limits of not less than: a combined single limit for BI and PD of \$1,000,000.00; and shall be primary with Jefferson County as an “Additional Insured”.

4. Excess Liability (Umbrella) Insurance

- The contractor shall procure and maintain during the life of this contract, Excess Liability (Umbrella) Insurance in an amount not less than \$1,000,000.00 General Aggregate/\$1,00,000.00 Each Occurrence; and shall be primary with Jefferson County as an “Additional Insured”.

5. Subcontractors Insurance

- The contractor shall either (1) require each of his subcontractors to procure and maintain during the life of his subcontract, Subcontractors Public Liability Property Damage Insurance and Comprehensive Automobile Liability Insurance of the type and in the same amount specified in the preceding paragraphs; or (2) insure the activities of this subcontractors in his own policy.

6. Certificates of Insurance

- The contractor and subcontractors shall furnish Jefferson County with Certificates showing the type, amount, class of operations covered, effective dates, and dates of expiration of policies. Such certificates shall also contain substantially the following statement: The insurance covered by this certificate will not be canceled or materially altered, except after (10) days notice has been received by Jefferson County.

**WITHDRAWAL OF PROPOSALS**

- All proposals filed with the Jefferson County Parks Department will be kept secure and unopened and will not be allowed to pass out of the custody of a representative of the Department, except on written request of the bidder or his/her representative made prior to the time set for the opening of bids. If such withdrawal is made, said person shall not be entitled to bid on the contract at hand unless the same is re-advertised and proposals are again requested upon such advertisement.

## **REJECTION OF QUOTES**

- The Jefferson County Parks Department reserves the right to reject any and all bids at any time, to waive any informalities or technicalities in bidding, and to accept bids or portions of the bids, which best serves the interests of Jefferson County.

## **START UP AND COMPLETION**

- The bidder, if awarded this contract, agrees to start said project at a date mutually agreeable to both parties upon receiving a Notice to Proceed, issued by the Jefferson County Parks Department. The project shall be completed within 30 calendar days of the start.

## **PROPOSAL GUARANTEE**

- Each proposal must be accompanied by a bid bond, certified check, bank draft, or bank check in the amount five percent (5%) of the total bid payable to the Jefferson County Treasurer as a guarantee that the bidder, if the bid is accepted, will execute and file the contract within ten (10) days after the award of the contract. Certified checks shall be drawn on the account of the bidder submitting the proposal. In case the bidder fails to file such contract within the time set by Jefferson County, the bid bond or check will be forfeited to the County as liquidated damages pursuant to SS.62.15(3).

## **PERFORMANCE AND PAYMENT BOND**

- A performance and payment bond in the amount of 100 percent of the total bid price, a Certificate of Insurance, together with an executed contract will be required of the successful bidder, pursuant to s. 779.14 Wis. Stats.

### **Instructions to Bidders**

1. All bid sheets and proposals must be completed, signed, and submitted to the Jefferson County Parks Department by September 25, 2015 at 3:30 pm.
2. Two printed copies of each proposal must be sent in an opaque sealed envelope to the following address:

Jefferson County Parks Department  
Attn: Kevin Wiesmann  
311 South Center Avenue, Room 204  
Jefferson, WI 53549

The final RFP approval will take place on Wednesday, October 14, 2015



**Additional items to include in your proposal:**

1. As part of your proposal please provide the following information:
  - a. Name of firm
  - b. Complete address
  - c. Contact person
  - d. Telephone number
  - e. Fax number
  - f. Internet address
  - g. E-mail address
2. Provide a general statement of qualifications that responds to the project background information given above.
3. Provide at least two references for projects of similar scope and complexity.
4. Fees
  - a. Complete and sign a copy of the attached bid proposal form.
  - b. Fully executed and fulfilled Bid Bonds and Performance Bonds.

**All questions and comments can be directed to:**

Kevin Wiesmann

920-674-7540

[kevinw@jeffersoncountywi.gov](mailto:kevinw@jeffersoncountywi.gov)

# Bid Proposal Sheet - Schedule of Prices

Jefferson County Parks Department

**Note: Bidders must fill in Schedule of Prices for all items of work.**

Item Number	Approximate Quantity	Item Unit of Measure and Item Description	Unit Bid Prices	Amount Bid
1	149	Cubic Yards of Asphaltic Surface		
2	186	Cubic Yards of Asphalt Binder		
3	6.3	Cubic Yards Overlay		
4	675	Cubic Yards of Stone		
5	184	Square Yards Milling Asphaltic Pavement		

Total Bid This Sheet:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_